

**GREENHORN CREEK
LANDSCAPING AND LIGHTING DISTRICT 1
COMMITTEE MEETING NOTES
2:00 p.m. Fireside Room @ Greenhorn Creek
Thursday, June 30, 2011**

Members Present: Paul Backowski, Bob Holston, Sal LoFranco, Jack Boeding, Jack Buckman, Bennet Posman and Mike Kristoff

Others Present: Hulises Avila
City Staff: Mary Kelly

PUBLIC COMMENTS

Steve Difu suggested that the LLD members have a copy of the Landscaping and Lighting Act of 1972. Mary said she would provide.

1. ENGINEER'S REPORT – FY2011/2012

The committee reviewed the draft Engineers Report and agreed to the following changes:

- Approve recommended changes to pages 1,3,4,5-3, 5-4, 6, 7, 8-7
- Page 5-5 and 8-8 remain unchanged
- Delete page 9 last sentence

MOTION by Sal LoFranco, seconded by Jack Buckman and carried unanimously, approving the changes to the Engineer's report, lowering of assessment to \$1.00 and keeping the current assessment calculation on all assessments.

Direction: Paul to contact Northstar with changes. Draft report to Mary

2. FY 2011/2012 BUDGET

The committee reviewed the draft budget and made the following changes:

- Add Item 'Wetlands Consultant - \$40,000.
- Line Item #6 "Engineering Consultant" - \$9,000.
- Line Item #16 '10% Contingency' - \$12,750.

Total 2011/2012 Budget - \$180,300.

MOTION by Jack Buckman, seconded by Sal LoFranco and carried unanimously approving the draft budget.

Direction: Mary to check why there is a revenue shortage.

3. FINANCE REPORT

- a. Monthly Account Report – There were no questions on the May report.
- b. Approval of change orders, purchase orders and checks

The committee unanimously approved the change orders, purchase orders and checks.

4. MAINTENANCE
 - a. Maintenance reports/updates
Hulises provided an update to the committee of maintenance items.
 - b. Drain repair – Blair Mine Road: completed
 - c. Signage repair & replacement: City Public Works gave contact info to Hulises.
He will get estimates and bring back for approval.
Direction: Continue to August
 - d. Barricade paint & repair – Mary to provide committee with resolution 09-53
which outlines road responsibilities of City.
Direction: Continue to August
 - e. PCR's firebreak – 6 feet: completed
5. UPDATE ON WETLANDS RESTORATION & MANAGEMENT PLAN
Recommendation for approval went to City Council 6/21. Council continued the item for time to review the proposal from Horizon.
Direction: Mary to provide committee with letter read to City Council by Gary Croletto.
6. LANDSCAPE MAINTENANCE CONTRACT
The current contract expires in October. An RFP process should be started. Sal and Jack Buckman agreed to review and draft a new RFP.
Direction: Mary to provide previous RFP to Sal and Jack Buckman.

Meeting was adjourned at 4:05 P.M.